



30 August 1954

Document No. \_\_\_\_\_  
No Change in Class. ☐  
☐ Declassified  
Class. Changed To: TS S C  
Auth.: HR 78-270  
Date: 11-28-70 By: [Signature]

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The Honorable Bolitha J. Laws  
Chief Judge  
United States District Court  
Washington, D. C.

Dear Judge Laws:

Miss [redacted] - an employee of this Agency, has been summoned for jury duty before the United States District Court for the District of Columbia on Friday, [redacted]

This Agency encourages jury service by all officers, senior and junior, as a civic responsibility and requests postponement only where there is a serious reason. Miss [redacted] is on the staff of an office engaged in matters of great importance, particularly at this time. Through circumstances beyond our control, this staff has been depleted, and Miss [redacted] knowledge and experience are badly needed. We are correcting this situation as rapidly as possible, and do not expect there would be any obstacle to jury service by Miss [redacted] in the future.

We believe it would be a serious detriment to the work of this Agency if Miss [redacted] were compelled to be absent at this time. We therefore respectfully request a postponement of jury duty for her.

Sincerely yours,

Lawrence R. Houston  
Acting Deputy Director

OGC:JGO:cst  
Rewritten by LRH:mrp (30 August 1954)  
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